



## Chief Plant Operator

**Department:** Utilities

**Class Code:** 3216

**EEO Code:** 28

**FLSA:** N

**Effective:** 01/08/1992

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### **GENERAL STATEMENT OF DUTIES:**

Under direction; performs work of considerable difficulty supervising and coordinating activities of employees engaged in operating and maintaining a Water Treatment Facility; and performs other work as required.

### **SPECIFIC STATEMENT OF DUTIES:**

Directs activities of employees engaged in filtering, chemically treating, pumping and testing water in preparation for human or industrial use; plans work schedule and assigns tasks to employees; operates treatment plant machines; and equipment transfers bulk chemicals to feeder hopper; checks and calibrates chemical feeder; monitors and operates SCADA system; controls remote tank levels and line pressure on system; inspects equipment such as filters, chlorine indicators, basins, pumps etc. to detect malfunctions; inventories and orders chemicals and other supplies as needed; directs personnel in building and grounds maintenance; maintains employee attendance, overtime and scheduled hours to facilitate preparation of payroll; supervises training of plant operators; evaluates performance of personnel; records plant performance; prepares reports; coordinates and conducts plant tours; handles emergency calls after regular business hours; may dispatch utility workers to emergency; advises on operational requirements for Plant Manager's annual funding recommendations; acts as Plant Manager in his absence; on 24 hour call.

### **REQUIRED SKILLS, KNOWLEDGE AND ABILITIES:**

Considerable knowledge of the principles, processes and chemistry to water treatment, production, pumping and waste disposal operations; of State and Federal water control standards.

Considerable skill in developing and maintaining effective working relationships with subordinates, other utilities personnel and the public; in communicating effectively, orally and in writing; in reading and recording gauges and associated recording equipment.

### **MINIMUM EDUCATION AND EXPERIENCE:**

Completion of the core curriculum for a high school diploma and six years of experience in water treatment operations including three years of supervisory experience; or an equivalent combination of training and experience.

### **ADDITIONAL REQUIREMENTS:**

Possession of a valid Class I Water Operator's certificate issued by the Commonwealth of Virginia.

<p>This class specification is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.</p>
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